

# HOUSING AUTHORITY

The Burbank Housing Authority was formed in 1975 to administer the Section 8 Rental Assistance Program. This Program provides rent subsidy payments directly to landlords on behalf of eligible tenants using annual funds allocated by the U.S. Department of Housing and Urban Development (HUD). The Section 8 program provides an additional resource for assisting very low-income renters in Burbank. The City of Burbank has 1,014 housing assistance vouchers. However, based on the current HUD allocation, the Housing Authority will continue utilizing approximately 940 vouchers to assist eligible tenants in obtaining affordable housing. During Fall 2009, the Housing Authority opened its Section 8 waiting list for new applications. As a result of the recent opening, the current waiting list consists of nearly 12,000 applicants, of which roughly 1,600 are Burbank residents. The Housing and Redevelopment Division of the Community Development Department is responsible for the administration of this program.

## OBJECTIVES

- Expand housing opportunities for very low-income families.
- Encourage mixed-income neighborhoods and avoid concentrations of low-income housing.
- Utilize the existing housing stock as affordable housing.

## BUDGET HIGHLIGHTS

The Housing Assistance Payments increase is based on a HUD annual adjustment factor of approximately two percent.

In prior years, the staff positions for the Section 8 Program were budgeted in the General Fund and reimbursed through the Housing Authority Fund. As a budget efficiency, the staff positions for the Section 8 Program are now budgeted directly in the Housing Authority budget.

## HOUSING AUTHORITY SUMMARY

|                               | EXPENDITURES<br>2009-10 | BUDGET<br>2010-11   | BUDGET<br>2011-12   | CHANGE FROM<br>PRIOR YEAR |
|-------------------------------|-------------------------|---------------------|---------------------|---------------------------|
| Staff Years                   |                         |                     | 5.000               | 5.000                     |
| Salaries & Benefits           |                         |                     | \$ 627,822          | \$ 627,822                |
| Materials, Supplies, Services | 9,140,512               | 9,073,302           | 9,249,836           | 176,534                   |
| <b>TOTAL</b>                  | <b>\$ 9,140,512</b>     | <b>\$ 9,073,302</b> | <b>\$ 9,877,658</b> | <b>\$ 804,356</b>         |

# Housing Vouchers

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|                               |                                   | EXPENDITURES        | BUDGET              | BUDGET              | CHANGE FROM       |
|-------------------------------|-----------------------------------|---------------------|---------------------|---------------------|-------------------|
|                               |                                   | FY 2009-10          | FY 2010-11          | FY 2011-12          | PRIOR YEAR        |
| STAFF YEARS                   |                                   |                     |                     | 5.000               | 5.000             |
| SALARIES & BENEFITS           |                                   |                     |                     |                     |                   |
| 60001                         | Salaries & Wages                  |                     |                     | \$ 436,728          | \$ 436,728        |
| 60012                         | Fringe Benefits                   |                     |                     | 191,094             | 191,094           |
|                               |                                   |                     |                     | <b>627,822</b>      | <b>627,822</b>    |
| MATERIALS, SUPPLIES, SERVICES |                                   |                     |                     |                     |                   |
| 62085                         | Other Professional Services       | \$ 42,931           | \$ 55,105           | \$ 19,000           | \$ (36,105)       |
| 62170                         | Private Contractual Services      | 1,113               | 1,500               | 1,500               |                   |
| 62235                         | Services of Other Dept - Indirect | 326,063             | 415,876             | 277,657             | (138,219)         |
| 62240                         | Services of Other Dept - Direct   | 734,461             | 872,127             |                     | (872,127)         |
| 62300                         | Special Departmental Supplies     | 6,414               | 20,000              |                     | (20,000)          |
| 62310                         | Office Supplies                   | 6,039               | 15,000              |                     | (15,000)          |
| 62420                         | Books & Periodicals               | 1,001               | 1,500               |                     | (1,500)           |
| 62700                         | Memberships & Dues                | 843                 | 1,560               | 1,740               | 180               |
| 62710                         | Travel                            | 707                 | 1,000               | 1,000               |                   |
| 62755                         | Training                          | 1,382               | 10,000              | 5,000               | (5,000)           |
| 62830                         | Bank Service Charges              |                     |                     | 3,500               | 3,500             |
| 62895                         | Miscellaneous                     | 455                 | 500                 |                     | (500)             |
| 62950                         | Housing Assistance Payments       | 7,987,737           | 7,636,151           | 8,900,000           | 1,263,849         |
| NON-DISCRETIONARY             |                                   |                     |                     |                     |                   |
| 62475                         | F532 Vehicle Equip Rentals        | 10,443              | 9,780               | 4,338               | (5,442)           |
| 62485                         | F535 Communication Rental         | 7,239               | 7,239               | 7,239               |                   |
| 62496                         | F537 Comp Equip Rental Rate       | 13,684              | 25,964              | 28,862              | 2,898             |
|                               |                                   | <b>9,140,512</b>    | <b>9,073,302</b>    | <b>9,249,836</b>    | <b>176,534</b>    |
| <b>PROGRAM TOTAL</b>          |                                   | <b>\$ 9,140,512</b> | <b>\$ 9,073,302</b> | <b>\$ 9,877,658</b> | <b>\$ 804,356</b> |

## ***HOUSING & GRANTS***

### **AUTHORIZED POSITIONS**

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| CLASSIFICATION TITLES<br>Full Time | STAFF YEARS<br>2009-10 | STAFF YEARS<br>2010-11 | STAFF YEARS<br>2011-12 | CHANGE FROM<br>PRIOR YEAR |
|------------------------------------|------------------------|------------------------|------------------------|---------------------------|
| HOUSING OFFICER                    |                        |                        | 1.000                  | 1.000                     |
| HOUSING SPECIALIST                 |                        |                        | 1.000                  | 1.000                     |
| HOUSING ASSISTANT                  |                        |                        | 3.000                  | 3.000                     |
| <br>TOTAL FULL TIME                |                        |                        | 5.000                  | 5.000                     |
|                                    |                        |                        | *                      |                           |
| <b>TOTAL STAFF YEARS</b>           |                        |                        | 5.000 (5)              | 5.000                     |

\* INDICATES THE NUMBER OF PERSONNEL CORRESPONDING TO THE GIVEN NUMBER OF STAFF YEARS

NOTE: Beginning FY 11-12, all authorized positions were transferred from the General Fund Section 8 Program in the Community Development Department to the Housing Authority.

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